

SUPERIOR COURT OF ARIZONA  
MARICOPA COUNTY

CV 2009-016146

09/07/2011

JUDGE PRO TEM COLLEEN L. FRENCH

CLERK OF THE COURT  
A. Melchert  
Deputy

CHRISTOPHER TAYLOR

MARK L JACKSON

v.

LANCE ESKILDSON

ROBERT L EHMANN

**ATTORNEYS AND ASSISTANTS  
PLEASE READ THE FOLLOWING PARAGRAPHS CAREFULLY**

On the Court's own motion,

**IT IS ORDERED** as follows:

- Exhibits to be offered at trial shall be delivered no later than **February 10, 2012** along with a brief description of each exhibit to the Division's clerk for marking.
- Exhibits should be submitted to the clerk in a three-ring binder, each separated by a tabbed numbered divider. If exhibits are submitted without a binder, then they shall be separated by a colored sheet of paper with the exhibit number written on front. Each exhibit shall be clipped or bound if too large to be stapled.
- The list of exhibits should contain the case number and caption, the scheduled trial date, the party submitting the exhibits, the exhibit number, and a simple description of the exhibit. Keep the descriptions of the exhibits *simple*. Do not use a description that cannot be verified by looking at the document or item. *Do not include Bates numbers* in your description of the exhibits.

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- Exhibits shall be marked numerically and consecutively beginning with Plaintiff's exhibits and continued sequentially with Defendant's exhibits (i.e. Plaintiff's exhibits 1, 2, 3, Defendant's exhibits 4, 5, 6). If exhibits are split, number the split exhibits as 1.001, 1.002, 1.003, etc. Letter designations such as 5(a), 5(b), 5 (c), etc. shall not be used. *Do not skip numbers.* Numbers will not be skipped or saved in anticipation of additional exhibits to be submitted. Any missing or skipped exhibits shall be designated as "*Unused.*" Additional exhibits, if necessary, may be marked during the course of trial.
- Counsel shall eliminate duplication of exhibits as duplicate exhibits *will not* be marked. If duplicate exhibits exist and they are removed by the clerk and not marked, the court's numbering will not be consistent with the list counsel provide. Counsel shall, therefore, confer regarding exhibits to insure that there are no duplicates.
- *Do not list depositions* on the exhibit description list as depositions will not be marked as exhibits. Original depositions shall be provided to the clerk at the time of trial for filing into the court record. Counsel shall retain a copy of the depositions for their use during the trial as the original depositions remain with the clerk to be used as reference by the trial judge during testimony.
- Blow-up charts and large items may only be used for demonstrative purposes. Counsel may bring blow-up charts and large items to court to use during trial; however, if counsel would like any blow-up charts or large items marked as an exhibit, they must provide the clerk with an 8-1/2 x 11 photograph of the item.
- If you have any questions regarding these guidelines or anything related to exhibits, contact this division's clerk at (602) 372-3189.

ALERT: Effective September 1, 2011, the Arizona Supreme Court Administrative Order 2011-87 directs the Clerk's Office not to accept paper filings from attorneys in civil cases. Civil cases must still be initiated on paper; however, subsequent documents must be eFiled through AZTurboCourt unless an exception defined in the Administrative Order applies.